

**LODI CITY COUNCIL  
SPECIAL CITY COUNCIL MEETING  
CARNEGIE FORUM, 305 WEST PINE STREET  
TUESDAY, AUGUST 24, 2004**

A. CALL TO ORDER / ROLL CALL

The Special City Council meeting of August 24, 2004, was called to order by Mayor Hansen at 7:03 a.m.

Present: Council Members – Beckman, Hitchcock, Howard, Land, and Mayor Hansen

Absent: Council Members – None

Also Present: Interim City Manager Keeter, City Attorney Schwabauer, and City Clerk Blackston

B. REGULAR CALENDAR

NOTE: The following items were discussed and acted upon out of order.

- B-2 “Approve letter to city of Stockton regarding its consideration of a mitigated Negative Declaration for Stockton’s proposed sphere of influence amendment”

City Attorney Schwabauer noted that Council received a “blue sheet” (filed) of the draft letter that addresses what the City’s needs are for the wastewater treatment plant, how it will affect the rates, and the people that suffer the most from increases. Mr. Schwabauer stated that he received a comment back suggesting that the history of the 2x2x2 greenbelt committee between the cities of Lodi, Stockton, and the County also be included in the letter.

Council concurred that the draft letter was acceptable as written.

Mayor Hansen noted that the letter would be presented at tonight’s Stockton City Council meeting.

MOTION / VOTE:

There was no Council action taken on this matter.

- B-1 “Discuss and provide direction to develop a city manager candidate profile and recruitment strategy”

Kris Kristensen, Executive Recruiter with CPS Executive Search, distributed and reviewed the following documents: 1) proposed recruitment schedule, 2) community member candidate profile comments, 3) City Council candidate profile comments, and 4) draft profile statement (all filed). He stated that with Council’s approval of a profile today, placement of advertising can proceed. Interested candidates will be requested to submit materials by October 15. A meeting with Council will take place in the first week of November to report on resumes received and make recommendations on which candidates CPS believes have the best potential. Initial interviews will take place in mid-November. CPS will conduct extensive reference checks and background investigations on top candidates and report findings back to Council by the end of November. Second interviews will be scheduled with the top two or three candidates, with selection taking place the first week in December.

Mayor Hansen suggested that the second interviews also be conducted with Council Members Elect, as well as a citizen’s panel.

Council Member Land agreed and recommended that the Personnel Review Committee be reinstated to serve as the citizen’s panel.

Interim City Manager Keeter stated that she would check with the Human Resources Department to confirm whether or not the Committee is still in effect.

In response to Council Member Land, Mr. Kristensen stated that if there were not an adequate number of candidates by October 15, the recruitment period would be extended and additional outreach conducted.

Mayor Hansen stated that a future meeting would be scheduled for Council to discuss compensation and benefits for the position of city manager.

Discussion ensued regarding the educational requirement, following which Council concurred with adding the words "or equivalent" following Bachelor's degree.

Mr. Kristensen reviewed community and Council Member comments related to the optimal candidate profile and commented that there were a lot of similarities between the two. Mr. Kristensen read the following draft profile statement:

*The ideal candidate will be a seasoned general management professional or top level assistant manager with significant experience in a comparably sized organization and have extensive knowledge in financial management, economic development, and community development. This strong, self confident and energetic leader will bring exceptional interpersonal communication and negotiation skills to the position, be visible and involved with an active community, and work closely and effectively with a talented city staff. The new city manager will develop a strong relationship with the city council based on partnership, mutual trust, respect, regular and candid communication, and equal treatment of all members. City/local government management experience is desirable but not required. Electrical power management experience is also desirable.*

*Education: A Bachelor's degree (or equivalent) in public or business administration or related field is expected. A Master's degree in a related field is desirable.*

*Leadership and management style: An effective, service-oriented manager who respects employees, holds the organization accountable, and cultivates high morale. Someone who will develop a strong identity with the Lodi community, its citizenry, and unique characteristics.*

*Competencies and personal characteristics: In addition to the above qualifications, the city manager will also possess integrity, a strong sense of ethics, and a courage of his or her convictions; maintain and enhance the city's financial health; manage city resources wisely; be able to learn quickly; be visible in the community; be collaborative; values input from others; be an intelligent, strategic thinker; possess a strong work ethic; be a facilitator of consensus and collaboration; be a people person; accessible and approachable; be a creative problem solver; use a team approach to management; serve impressively as city spokesperson when necessary; be calm under pressure; thick skinned; and possess a good sense of humor; be politically astute, yet apolitical.*

Discussion ensued regarding the sentence "Electrical power management experience is also desirable," following which Council concurred to leave the statement as written. Council also agreed to conduct a nationwide recruitment.

In reply to Council Member Land, Mr. Kristensen stated that a large portion of the outreach and focus will be toward current and past city managers; however, a large number of people will be contacted both in public and private sector management positions.

#### PUBLIC COMMENTS:

- Pastor Steve Jarrett read a statement (filed) opposing the Council's current strategy to recruit a city manager and outlining why a less hurried, more deliberate process would be advantageous for all concerned. He suggested that Council offer the Interim City Manager a three-year contract at the current budgeted amount for the city manager position and that recruitment for a city manager be instituted, following resolution of certain City challenges during this period.

Mayor Hansen objected to Pastor Jarrett's suggestions and considered it to be "grandstanding," noting that he is a city council candidate. Mr. Hansen questioned his personnel management expertise and asserted that he insulted the Interim City Manager by stating that following her three-year contract term, "Lodi will truly be ready for a quality candidate for city manager."

Pastor Jarrett replied that no disregard to the Interim City Manager was intended. He believed the current Council did not have the confidence of the citizenry at this time to choose a new city manager. He alluded to the recent termination of the city attorney, abrupt resignation of the city manager, and current situation with the groundwater contamination lawsuit, as having a negative impact on citizen's confidence in the Council.

Mayor Hansen countered that the former city manager's departure was a personal decision on his part; he was not forced to leave employment. Mr. Hansen expressed his opinion that the people of Lodi do have confidence in the current City Council.

Council Member Howard commented that there was a fine line between responding, as opposed to challenging, speakers. She indicated that there were also opportunities for people to express their opinions to Council Members outside of a meeting.

Pastor Jarrett pointed out that he had e-mailed Council Members yesterday with a copy of his statement so that they would not be caught unaware by his comments this morning.

MOTION / VOTE:

There was no Council action taken on this matter.

C. ADJOURNMENT

There being no further business to come before the City Council, the meeting was adjourned at 8:19 a.m.

ATTEST:

Susan J. Blackston  
City Clerk